



City of Carson

SMALL BUSINESS FINANCIAL ASSISTANCE PLAN

2020 Business License Tax Refund Request

Business Name: _____

Business Mailing Address: _____

Business Account Number: _____

Phone Number: _____

Email Address: _____

Business License Tax Amount Paid: _____ Date Paid: _____

Short statement for the refund request:

- CITY LICENSING DURING COVID-19 PANDEMIC - TEMPORARY REFUND OF BUSINESS LICENSE TAX

Due to economic hardships resulting from COVID-19 related business restrictions, on March 17, 2020, the City Council adopted [Resolution 20-053](#), which directed City staff to diligently organize refunding deposits and other related contractual obligations to provide relief and promote the general welfare of the City's small business community experiencing negative financial impacts stemming from the COVID-19 pandemic.

NOTE: This resolution does not affect the city's requirement for a business to hold an active city business license if it is operating in the city. Therefore, each business is required to apply for a new city license or renew an existing city license, per existing procedures. Also note, state fees are not affected by the city tax refund.

The city will issue a refund of city Business License Taxes paid in March or April 2020 for a new city business license application, or city taxes paid for renewal of a city business license that was due to expire during the effective taxes' refund period (March 2020 through February 2021 –or April 2020 through March 2021). The option is designed to have a simple refund process by filling and submitting the above request.

1. Who is Eligible for a refund?

Small businesses that meet ALL of the following criteria qualify for a refund:

- Paid your Business License tax in March or April 2020, and
- Are currently closed or operating under certain limitations for the foreseeable future due to COVID-19 pandemic, and
- Have 5 or fewer employees

2. What is the City's refund process?

- Submit a refund request in writing by completing the "2020 Business License Tax Refund Request" form.
- Approved refund payments will be mailed 2-3 weeks after the received date.
- Options to request for a refund:
 - By mail: City of Carson Attn: Finance Department
701 E Carson Street, Carson CA 90745
 - Or by E-mail: revenue@carson.ca.us

City of Carson
Attn: Finance Department
701 E Carson Street
Carson, CA. 90745
310-952-1748 revenue@carson.ca.us